

Council President Rick Alonzo called the regularly scheduled council meeting of October 6, 2015 to order at 7:00 p.m. Present for the meeting were Council President Alonzo, Council Members Ron Smith, Connie Wells, and Adam Arthur, Clerk Kris Larson, City Administrator Mike Klaus, City Attorney Andrakay Pluid, Police Chief Vic Watson, Fire Chief Pat Warkentin, Water/Sewer Department Superintendent Adrian Dice, and Economic Development Coordinator David Sims. Also present were Jessica Tingley and Marcia Cossette. Mayor David Anderson was absent due to illness.

Police Chief Vic Watson said over the last two weeks their cases have consisted of one felony warrant arrest, two misdemeanor warrant arrests, two arrests for heroin trafficking, one DUI, one probation violation, one domestic, one unattended death, one petit theft arrest, and one vehicle crash.

Fire Chief Pat Warkentin said there have been two fire calls in the past two week period. There was a gas odor call on the south hill and another odor call at the courthouse, but nothing was found. Fire prevention week will be done next week in the area schools. The Fallen Fire Fighters ceremony was held last Sunday. The City received a grant from Department of Lands that will help with the purchase of radios for the fire department. Pat gave a brief report of the call volume for Boundary Volunteer Ambulance. Pat thinks it would be good to have a county-wide EMS system in Boundary County.

Patti Branson and Mike Listman joined the meeting.

Mike Klaus gave the Administrator report. He said Idaho Smart Growth will be in Bonners Ferry on Friday afternoon to meet with the City Council and Planning and Zoning to discuss revision of the comprehensive plan. Mike said the Moyie line move project will begin work the third week of October.

Adrian Dice, Water/Sewer Superintendent, told council he would like to meet with them the first meeting of each month and give them an overview of what his departments are doing. He said in September they fixed two leaks – one on the Northside and the other on Fresno Alley. There was a false positive on the Bac T routine testing but they re-did the samples and the test came out good. Adrian said sampling stations would be good to have at some point, as they would be clean, sterile, and enclosed. Lift station three was cleaned out. It is the most difficult lift station to access. Adrian said lift stations are generally cleaned out once or twice per year but lift station three had not been cleaned out for a couple years, and it was well in need of cleaning. He said this will be done on a more regular basis. KG&T had to do the work as we cannot get our vacuum truck in there. Both of the half horse power pumps that run the injection system at the lagoons were replaced and the lagoon building was re-piped. A system of camera filming and flushing the sewer lines has been developed. Level rods were installed in all four of the lagoons. All lagoons should be riprapped to prevent mud on the slopes from slipping down in the lagoons. With the level rods they will be able to monitor or see that the lagoons are staying at the same levels. Adrian said the water department has purchased uniform shirts and hats. The pressure transducer at the river pumps has failed and one has been ordered. Drain lines have been installed behind the water shop, and the old pool filters were hauled away for scrap. All the old

scrap meters and old pipes were hauled away for scrap and \$947 was received. The SCADA system is being worked on. The State licensing tests were taken and Jay Solomon passed water treatment one, Joe Higgins passed water treatment one and water distribution one, and Adrian passed his water treatment three and water distribution two. Alan and Jimmy got the new dump truck and it is being worked on. Adam asked how the polymer make-down unit is working. Adrian said we have not yet received it, and we don't have the dredge back in the lagoons yet.

David Sims said Ting is expected to have a decision by October. They may phase the project and Bonners Ferry may be in a later phase. David said there will be a public meeting in late October or early November for the Augusta Street project. He said Idaho Transportation Department (ITD) is looking at a public meeting or a public hearing and that information will be given to the traffic safety committee for consideration. He said the sidewalk may be moved to the west side of Augusta Street. A regional economic summit will be held November 5, 2015 in Sandpoint called "What's up, up North" in the old Coldwater Creek building. David will have more information for council at the next meeting. He said the purpose of the meeting is to bring attention to north Idaho. He said Boundary County's unemployment rate was down to 5.2 percent for August, and Boundary County has the greatest rate of job growth in the five northern counties.

Patti Branson, Chairman of Chamber of Commerce, said they are requesting council direction as to what the Chamber's role is regarding the visitor center. She wants to know what the responsibility is for the Chamber. Patti said the Chamber is not sure why they are paying the City \$150 per month for the visitor center as they are not utilizing it. She said Colet Allen and Stacy Brown coordinate the volunteers and set the hours for the visitor center, but neither one are members of the Chamber. She said the volunteers are frustrated about who is driving the boat. She also said the questions need to be answered and the responsibilities known. David Sims said when the City built the visitor center they paid \$600 per month for Carl and Sherri Hendricks. Kris said this was temporary to get the visitor center up and running. David said the City attempted to bill businesses for advertising the first year. Ron asked what revenue sources there are for the visitor center. Kris said most of the usage is for non-profits so there is no charge. Ron asked what involvement the Chamber has. Patti said the Chamber provides water and printer ink for the volunteers. She said there is a donation box there and it has been used to supply what they need. Recently an account has been opened at Mountain West for visitor center/Chamber for dual control of the donation box because the volunteers don't want to be responsible for the funding. Kris said previously the donations came to the City to offset expenses for the visitor center. Patti said the visitor center volunteers are frustrated and often come to her when Colet is out of town. The Chamber now has their own phone because messages were being left and not received by the Chamber at the visitor center. Patti said a Chamber representative sits at the visitor center for a while on Fridays to check in and see if there is anything that needs to be addressed. Patti asked for clarification of what the responsibility of the Chamber is, and if there is responsibility asked why they are paying.

Connie Wells moved to approve the consent agenda. Adam Arthur seconded the motion. The motion passed – Ron Smith "yes", Rick Alonzo "yes", Connie Wells "yes", Adam Arthur "yes".

The consent agenda contained the following: roll call; approval of accounts payable and payroll; approval of September 15, 2015 council meeting minutes; approval of September 22, 2015 and September 28, 2015 special council meeting minutes; and approve correction suggested by Ben Ward of ITD to the August 21, 2015 council meeting minutes.

Connie Wells moved to approve the parade permit for homecoming and extend the curfew for the homecoming dance on October 9, 2015. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

The visitor center lease with the Chamber of Commerce was discussed. Rick said we have some excerpts from minutes regarding the visitor center lease and a copy of the lease. Kris said the visitor center was a place of presence for the Chamber of Commerce when it was first built and Carl and Sherri Hendricks set up the volunteers and helped keep the visitor center manned so it could be open. When Carl and Sherri left Mike Sloan filled the position helping to keep the visitor center manned and worked with Chamber of Commerce. Rick Alonzo asked David if he is involved in those functions. David said when the Hendricks’ left there was a new council coming in and the outgoing council said they would wait until the new officials came in. Nothing happened when the new council came in so Mike Sloan offered to step in temporarily and at some point Colet took over. When the old visitor center was there it belonged to the Chamber and they paid all the expenses. He said looking through past minutes it shows there was not a clear path. David said he understands the Chamber not wanting to pay for the visitor center lease as it is a big liability and keeping it staffed is a problem. He said it is an important point of presence for the businesses in town to reach visitors. He said he is not sure how the dollars work. Connie thinks the lease came into effect since the visitor center replaced the old Chamber of Commerce building and this gave the Chamber a presence. Mike Sloan signed the visitor center lease as user for Bonners Ferry Tourist and Visitor Information Center Inc. in 2010 for the purpose of Chamber community promotion. David said the visitor center opened in 2007.

Mike Klaus said there has not been a clear plan as to how the visitor center would be manned, and he could see how the fee would be waived for the Chamber. He is more concerned about staffing the facility, and we have good volunteers now. Mike does not know if the lease warrants payment to the city. David said the donations used to be for maps and the City kept the funding for this. Kris said the map money was kept separate from the donations and the donations were used for operations. Patti said there is no presence at the visitor center for the Chamber of Commerce. She said the City is to maintain the visitor center and questioned if it is the Chamber’s responsibility to keep the volunteers scheduled and if so, asked why they have to pay the City. David said the Chamber of Commerce used to bill separately for the visitor center and for Chamber dues. Rick asked what the Chamber of Commerce wanted to do. Patti said since we are new both in the Chamber and at the City, she wants to know what the responsibilities are. Patti said if they are to be responsible for the volunteers then they should not have to pay the City. Ron Smith asked how the Chamber is benefiting. Adam Arthur said the lease said we are renting 500 square feet of the visitor center to the Chamber. Patti said they are not utilizing the visitor center but the Chamber members do have brochures in the visitor center for the volunteers to distribute. She said this would be utilization as they are trying to keep business local rather

than the volunteers advertising for businesses outside our community. David said most of the brochures are not local as they are tourism brochures. Mike Listman said we need to move forward and figure out what we need to do. He suggested the Chamber come up with a proposal for council to consider. Connie said to send a thirty day termination notice for the lease. She also said the volunteers need to be worked out between the City and the Chamber. Mike Klaus said we need to define what the purpose of the visitor center is and volunteered to work with the Chamber on this. Rick said the City reduced the rent in half. Patti said she asked council for the reduction in lease amount. The Chamber is not using the visitor center for meetings as they go to other places or use the extension office as there is a kitchen. Rick likes the idea of Mike getting together with the Chamber to work out the particulars. Mike will schedule a meeting with the Chamber.

Ron Smith moved to sign the audit engagement letter with Anderson Bros. CPAs for the fiscal year 2015 audit. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

The cafeteria plan options were discussed. Kris explained the carry over option of \$500 at year end versus the two and a half month grace period for the plan year that we currently have. Council thinks this should be a decision for the employees. Kris told them the council needs to make the decision as there is an amendment to the plan. Ron Smith moved to adopt the cafeteria plan amendment to have a \$500 carryover at year end. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Connie Wells said Matt Solt is her nephew so she was not sure if she should be part of the decision. Attorney Andrakay Fluid said it was okay. Adam Arthur moved to approve probationary status for Matt Solt for the fire department. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mike Klaus said we received the final rate study for water and sewer prepared by EES Consulting. Rick said the document includes the same recommendations for the increases we have implemented. Ron Smith commented that rate increases are only done after a hearing. Rick said each year we will hold a hearing to consider rate increases recommended. Kris said the recommendation was five percent increase for water residential, six percent for water commercial, and 15 percent for sewer. She said the equivalent dwelling unit changed from 6,000 gallons to 4,500 gallons. Connie Wells moved to approve the final cost of service rate study for water and sewer. Ron Smith seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

Mike Klaus said construction at the Moyie Substation is going well and is nearing completion. He said the pay request presented this evening is representative of the progress to date and recommends approval. Ron Smith moved to authorize payment to Knight Construction for \$345,637.32. Connie Wells seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”. Ron asked what the total bid cost was. Mike said about \$800,000. Sales/use taxes were discussed.

Surplus property was discussed. Ron Smith asked if we declare the items surplus if they are auctioned off. Mike said we have two lawn mowers on our list that may be disposed of in a more beneficial way to the City. He gave the example of items that have been declared surplus in the past, and then they are kept for City use. Mike said the old Dodge pickup may be pulled again because it has been on the list before and then is kept for use. Adrian said there is a large shop air compressor that needs to be added to the surplus equipment list. Ron spoke about insurance and values that ICRMP has for the items on the surplus list. Kris said we take them off the insurance when the vehicles are sold, and each year there is a review of the vehicles on the ICRMP coverage. Connie Wells moved to declare the property surplus on the attached list with the added compressor. Adam Arthur seconded the motion. The motion passed – Ron Smith “yes”, Rick Alonzo “yes”, Connie Wells “yes”, Adam Arthur “yes”.

The meeting adjourned at 8:08 p.m.

Rick Alonzo, Council President

Attest:

Kris Larson, City Clerk